

Environmental Tobacco Smoke

WAC 296-800-240

Summary

YOUR RESPONSIBILITY:

To control exposure to environmental tobacco smoke in your office work environment

You must

Control tobacco smoke in your building
WAC 296-800-24005 Page 240-2

Control tobacco smoke that comes in from the outside
WAC 296-800-24010 Page 240-4



Note:

This rule doesn't preempt any federal, state, municipal, or other local authority's regulation of indoor smoking that is more protective than this section.



Definition:

Office work environment is an indoor or enclosed occupied space where clerical work, administration, or business is carried out. In addition, it includes:

- Other workplace spaces controlled by the employer and used by office workers, such as cafeterias, meeting rooms, and washrooms.
- Office areas of manufacturing and production facilities, not including process areas.
- Office areas of businesses such as food and beverage establishments, agricultural operations, construction, commercial trade, services, etc.



Environmental Tobacco Smoke

WAC 296-800-240

Rule

WAC 296-800-24005

Control tobacco smoke in your building



Exemption:

The minimum criteria specified in this rule don't apply to outdoor structures provided for smokers such as gazebos or lean-tos.

You must

- Prohibit **smoking** in your office work environment
- OR
- Restrict smoking inside your office work environment to designated enclosed smoking rooms that meet the following minimum criteria:
 - Identify smoking rooms clearly with signs.
 - Make sure the designated smoking rooms aren't in common areas, such as:
 - Places where nonsmoking employees are required to work or visit.
 - Restrooms
 - Washrooms
 - Hallways
 - Stairways
 - Cafeterias/lunchrooms
 - Meeting rooms.
 - Make sure that no employee is required to enter a designated smoking room while someone is smoking there.
 - Conduct cleaning and maintenance work in designated smoking rooms when smokers aren't present.

-Continued-

Environmental Tobacco Smoke

WAC 296-800-240

Rule

WAC 296-800-24005 (Continued)

You must

- Ventilate designated smoking rooms at a rate of at least 60 cubic feet per minute per smoker (calculated on the basis of the maximum number of smokers expected during the course of a normal working day), which can be supplied by transfer air from adjacent areas.
 - Maintain enough negative air pressure in designated smoking areas to prevent smoke from migrating into nonsmoking areas, at all times.
 - Operate a separate mechanical exhaust system in designated smoking rooms, to make sure exhausted air moves directly outside, and doesn't recirculate into nonsmoking areas.
 - Prohibit use of the designated smoking room if the mechanical exhaust system isn't working properly, until repairs are completed.



Note:

This ventilation rate is recommended for occupancies of no more than 7 people for every 100 square feet of net occupied space in the designated smoking room.

Environmental
Tobacco Smoke



Environmental Tobacco Smoke

WAC 296-800-240

Rule

WAC 296-800-24010

Control tobacco smoke that comes in from the outside

You must

- Use engineering or administrative controls to minimize the amount of tobacco smoke that comes into your office(s) from outside the building.
 - Make sure that outside smoking areas used by your employees aren't close to doorways, air intakes, and other openings that may allow airflow directly into an office.



Note:

- Administrative controls change the way workers do their job, reducing work exposure to potential hazards. This includes such things as:
 - Job rotation.
 - Wetting down dusty areas.
 - Having employees shower after exposure to potentially harmful substances.
 - Maintaining equipment properly.
 - Cleaning up work areas to control the effect of potential hazards.
- Engineering controls let you plan or physically change the machinery or work environment to prevent employee exposure to potential hazards. This includes any modification of plant equipment, processes, or materials to reduce employees' exposure to toxic materials or harmful physical agents.

